

Tuesday, 16 January 2018

Amro El Khatib, Samar Faye
601/72 Nelson Street
City Centre
Auckland 1010

Dear Amro, Samar,

Notice of Inspection

We wish to advise you as required by the Residential Tenancies Act that we will be conducting a routine inspection of your rental property at 601/72 Nelson Street, City Centre between 10.00am and 5.00pm on 25/01/2018

You do not need to be present at this inspection and if you are not present we will use our office key to gain access. Should you be aware of anything requiring attention, please discuss this with me during my visit, or if you will not be present please feel free to leave a note for my attention. The routine inspections are carried out to check for maintenance requirements and to assess how you are maintaining the property. We would expect that the property be in a clean and tidy condition with attention being paid to the following items which will be assessed and relevant information will be documented during the inspection:

- 1. All floors should be cleaned and vacuumed or washed where applicable.**
- 2. If the carpets need to be cleaned, please ensure this is done prior to the inspection date. This is very important particularly if it has been requested at the previous inspection.**
- 3. Window sills should be wiped and clean for prevention of mould and mildew.**
- 4. The stove, range hood, microwave and oven should be clean.**
- 5. The kitchen should be clean and tidy overall**
- 6. The bathroom, shower, shower door and toilet should be clean and tidy.**
- 7. Mould has been cleaned off the ceilings where necessary.**

For most tenants these requirements should not pose a problem. If you are unsure about these requirements please discuss this with me during the inspection.

Yours faithfully

Ray White City Apartment Rentals

Brenda Allen

Brenda Allen
Property Manager

Email: pm8.supercityrentals@raywhite.com
Mobile: 021969815

601/72 Nelson Street
City Centre
Auckland 1010

TENANT CONTACT DETAILS
PLEASE LEAVE OUT FOR YOUR PROPERTY MANAGER

To ensure we have accurate records at all times for insurance, maintenance and body corporate purposes *AND* in the event of an emergency, please list all names of people living in the premises along with contact details. If these details have not changed since our last property inspection or since the commencement of your tenancy, please sign next to "not applicable" on the form.

NAME	PHONE	MOBILE	EMAIL

Not applicable

Name

Sign